

6:30 p.m.

**MIFFLIN COUNTY SCHOOL DISTRICT**  
**ADMINISTRATION BUILDING**  
**201 EIGHTH STREET, HIGHLAND PARK**  
**LEWISTOWN, PA 17044-1197**

**Mission Statement:** *Educate each student to meet life's challenges.*

**I. CALL TO ORDER**

The COW meeting of the Board of Education of the Mifflin County School District was held Thursday evening, March 21, 2019, at 6:30 P.M. at the Administration Building, 201 Eighth Street, Highland Park, Lewistown, Pennsylvania. The following members were present at roll call:

**II. BOARD MEMBERS**

**ROBERT W. HAMMOND**  
**BETH M. LAUGHLIN**  
**JULIE B. MAIDENS**  
**KRISTEN L. SHARP**

**MARY LOU M. SIGLER** by phone  
**E. TERRY STYERS**  
**MICHELLE M. TERRY**  
**NOAH D. WISE**

**JOHN E. KNEPP - Absent**

Also present were Mr. James A. Estep, Superintendent; Mr. Vance S. Varner, Director of Secondary Education; Mr. Joseph Gagliardo, Director of Buildings and Grounds; Mrs. Melinda Kenepp, Chief Financial Officer; Ms. Amy L. Smith, Board Secretary; Mr. Orris Knepp III, Knepp & Snook; Mrs. Dianne Shearer, Ms. Megan Herbster, and Mr. Joe Cannon, The Sentinel.

**III. COMMUNICATIONS/ REPORTS**

**A. School Board Secretary-**

1. 46<sup>th</sup> Annual Convention of School Directors – Reservations are due to Ms. Smith by April 1, 2019.
2. Election of Board Members to the TIU Board of Directors – Complete ballot and sign.

**B. School Board Members – Nothing at this time.**

**C. Superintendent**

1. Track Resurfacing – discussed during Mr. Gagliardo's report.

2. Mr. Estep delivered packets of information about MCSD to Smeltz & Aumiller Realty and Rhonda Moore at the Chamber of Commerce.
- D. **Director of Secondary Education** – Copies of The Tyrian are available for all Board Members.
- E. **Director of Buildings and Grounds**
1. Preventive Maintenance Discussion
    - Ms. Maclay provided a list of items that need attention. Mr. Gagliardo went over the list and asked the Board for direction on the items. If there is a desire to put a turf field in front of the High School then I wouldn't want to spend six figures on the track. Discussion occurred. It was decided that Ms. Maclay would be invited to a meeting in April to discuss the athletic projects. Mr. Gagliardo will start to gather estimates.
    - Mr. Gagliardo went over the energy savings the district has seen at LIS and MCJHS.
    - Mr. Gagliardo met with the Borough of Lewistown for a coordination meeting for the Kish Street pull off project. They are willing to pave the pull off area, which will save us money. A traffic light will not be put in after the construction.
- F. **Mifflin County Academy of Science and Technology**
- Had the first read of the 19/20 budget at the last meeting.
  - Approved a lease agreement with Penn College to have a CDL class at Penn College. We will only pay for when we are holding a class. They will pay for the advertising.
  - The Academy is approved to accept GI bill money for Adult Education Programs.
- G. **Student Representatives**
1. Logan Sharp – Softball game against Central Mountain HS tonight. He gave an update on the band and choir.
  2. Hannah Bonson – Trey Kibe is the wrestling State Champion. Spring Sports are underway. The swim team broke five school records at districts and won two – third place metals. I broke my sister's record. Selling bracelets in remembrance of Mr. Harry Aultz. April 13<sup>th</sup> is the prom.
- H. **Public Comment Period** – Mrs. Shearer reported that AMCE raised money for the Harry Aultz family and a custodian by holding jeans days. AMCE has three scholarships to give out; they are collecting student names now and will vote on them next month. Packets are being given out to each new student entering Kindergarten in the district. The annual carnival will be held at The Academy, more information will be forthcoming. The coaching staff has not had a raise in over six years. We are having trouble finding applicants.

#### IV. **CONSENT AGENDA**

*Note: All matters taken under this section are considered to be routine and action will be taken with one motion. There will be no separate discussion on these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.*

**Mr. Estep presented the following to the Board for consideration.**

##### A. **BOARD MEETINGS**

1. Recommend approval of minutes of School Board Committee Meetings, Special

and Regular School Board Meetings held, and listing of Executive Sessions conducted.

**A. Executive Session**

**- February 28, 2019 at 8:06 PM- Personnel Item**

**B. Committee-of-the-Whole Meeting**

**-February 21, 2019 at 6:30 PM until 8:45 PM**

**C. Regular School Board Meeting**

**-February 28, 2019 at 6:31 PM until 8:05 PM**

**Mr. Estep presented the following to the Board for consideration.**

**B. BOARD ACTION** (includes policies and curriculum)

1. Recommend approval of Policy 333-Professional Development

**Mr. Estep presented the following to the Board for consideration.**

**C. CUSTODIAL-MAINTENANCE**

1. Recommend approval to authorize the Director of Buildings and Grounds to sell Vehicle #25 – 1999 Ford F250 Pickup, 5.4L, VIN #1FTNF2XFF86963
2. Recommend approval to authorize the Director of Buildings and Grounds to sell Vehicle #9 – 1985 Chevy Step Van, 5.7L, VIN #1GCHP32M4F3329128

**Mrs. Kenepf presented the following to the Board for consideration.**

**D. FINANCE**

1. Review of Treasurer Reports for month ended **February, 2018**
  - (1) Kish Bank
  - (2) PSDLAF / PSDMAX
  - (3) Temporary Investment Report and Summary
  - (4) Capital Projects Fund (**PLGIT**)
  - (5) General Obligation Bond 2018 Series (**PLGIT**)
2. Review of listing of bills for payment
3. Review of Revenue and Expense Summaries
4. Recommend approval of listing of budget transfers for 2018-2019
5. Real Estate and Per Capita Tax Collector Reports

6. Recommend approval of 60 month lease agreement for postage machine rentals for MCHS, MCJHS, MCMS and IVES at a cost of \$159.66 per quarter for each building. Current leases expire June 30, 2019 and current machines will not be supported effective 7/01/19.

7. Informational purposes: Letter from Mifflin County Assessment Office re: untaxed parcels

**Mr. Estep presented the following to the Board for consideration.**

**E. CAFETERIA**

1. Recommend approval of the Cafeteria Financial Report for **February 2019**.
2. Request authorization to pay Cafeteria Bills for **February 2019**.

**Mr. Estep presented the following to the Board for consideration.**

**F. TRANSPORTATION**

1. Recommend that **TRACEY S. MCGOWAN** be added as a van driver for Fisher Brothers, Inc.

**Mr. Estep presented the following to the Board for consideration.**

**G. STUDENT-RELATED**

1. Recommend approval of the MCHS Marching Band Spring Trip to travel to Philadelphia, Pa and Baltimore, Md. Dates of the trip are Friday, May 10, 2019-Sunday, May 12, 2019. The Mifflin County Music Boosters would pay for the entire cost of the trip including transportation, tourist attractions, and meals.
2. Recommend approval of the following Foreign Exchange Student for the 2019-2020 school year:

Name:	Nuchwara Montong
Country:	Thailand
School:	Mifflin County High School
Date of Arrival:	August 2019
Sponsoring Agency:	Cultural Homestay International
Host Family:	Charles and Angel McConaughey 111 Shelley Dr. Reedsville, PA 17084

**Mr. Estep presented the following to the Board for consideration.**

**H. PERSONNEL**

1. Recommend approval of resignation of **BENJAMIN R. WEBER**, Social Studies Teacher at MCJHS due to new employment, effective at the end of the 2018-2019 school year.
2. Recommend approval of **JOY M. LUCAS**, Health Room Aide, Districtwide, effective pending completion of pre-employment paperwork

3. Recommend approval of **PATRICIA J. CHRISTOFF**, 3-hour part-time cashier/dish room at MCMS, effective March 11, 2019.
4. Recommend approval of resignation of **JOANN L. RENNINGER**, cafeteria substitute due to personal reasons, effective March 11, 2019.
5. Recommend approval of resignation of **DIANA E. MCCRACKEN** due to medical reasons, effective March 13, 2019.
6. Recommend approval of **CLARA E. MOWERY**, 3-hour part-time server/dishwasher at MCMS, effective April 1, 2019.
7. Recommend approval of **ADRIENNE WITTERS**, 4.5-hour Paraprofessional, primarily working in life skills, effective April 8, 2019.
8. Recommend approval of **JENNIFER L. BRUBAKER**, 4.5-hour Paraprofessional, primarily working in autistic support, effective pending completion of pre-employment paperwork
9. Recommend approval of resignation of **ERICA L. YORKS**, custodian substitute due to personal reasons, effective March 14, 2019.
10. Recommend approval of resignation of **JOHN V. WASHBURN**, Custodian at IVES, effective at the end of the day March 28, 2019.
11. Recommend approval of **REGINA C. STICH** to be added as a Substitute Custodian, effective March 1, 2019.
12. Recommend re-appointment of **KRYSTENA M. MAYO**, Head Volleyball Coach for the 2019-2020 fall season.

## **I. ATHLETICS and ACTIVITIES**

**Mr. Estep presented the following to the Board for consideration.**

## **V. ROLL CALL ITEMS**

1. Recommend approval of bond parameters resolution for the purposes of funding capital project at MCSD. (resolution will be attached on the RBM agenda)
2. Recommend approval to pay \$1,702,798 to McClure Company from Capital Reserve. This represents the 20% down payment on the SMES project and will be returned to the Capital Reserve fund when the financing for the project is complete.
3. Consideration of reimbursement resolution (will be hand carried to the RBM by bond counsel) to repay Capital Reserve for the SMES down payment.

4. Recommend approval of the Tuscarora Intermediate Budget in the amount of \$2,902,567.00
5. Recommend approval of ASHLEY R. SUYDAM, Head Field Hockey Coach for the 2019-2020 season, pending completion of pre-employment paperwork.
6. Recommend approval of the following technology interns listed below for summer help at a rate of \$10/ hour:
  - BENNET A. ANDREWS – Starting date May 20, 2019
  - KEITH D. SHEARER- Starting date May 6, 2019
  - RYAN J. TERRY- Starting date May 13, 2019

**VI. OTHER BUSINESS** – Mr. Estep said they are looking to renovate the Board Room to make it a little brighter.

**VII. PUBLIC COMMENT PERIOD** - Nothing at this time.

**VIII. ADJOURNMENT BY PRESIDENT**

With no further business before the Board, the meeting was adjourned at 7:24 PM.

Amy L. Smith, Board Secretary